

dba Registration for Insurance Licensees

Instructions:

Complete and sign either the individual or entity section of this form, but not both. Use a separate form for each individual or entity.

Attach a certified copy of the dba filing that will serve as legal proof of the dba. Mail or deliver to the address below.

There is no fee to register or change a dba for insurance professionals or entities. DO NOT send money with this form.

A dba does not appear on any license, so a new license will not be produced as a result of this change.

Individual Licensee or Applicant

Last Name of Licensee or Applicant	First Name	Middle Initial or Name	Suffix (Jr., Sr., I, II, etc.)
dba (<i>doing business as</i>)			System ID/License number
Daytime telephone (<i>include area code</i>)	Email address	Social Security Number (last 4 digits)	

Certification: I certify that this information is true, complete and correct.

Signature	Date signed

Entity Licensee or Applicant including agency, corporation, partnership, limited liability company and sole proprietorship

Name of Licensee or Applicant	System ID/License number
dba (<i>doing business as</i>)	Tax ID number (<i>FEIN</i>)
Contact person name	Daytime telephone (<i>include area code and extension</i>)
	Email address

Certification: I certify that this information is true, complete and correct.

Signature of Officer, Partner, Member (LLC) or Proprietor	Date signed

Signer's name and title typed or printed

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Completing your dba Registration

Be certain that this form is complete, correct and signed.

Attach a certified copy of the dba filing.

Mail or deliver to:

Thomson Prometric/OFIS
3105 S Martin Luther King Blvd PMB 179
Lansing MI 48910-2939

P.A. 218 or 1956 as amended requires submission of this form by licensees or applicants who do or will operate under an assumed name. Failure to file this information may result in a fine or license action including suspension, revocation or denial and other compliance action by the Office of Financial and Insurance Services.



Michigan Department of Labor & Economic Growth

Visit OFIS online at: www.michigan.gov/ofis Phone OFIS toll-free at: 1-877-999-6442

The Department of Labor & Economic Growth will not discriminate against any individual or group because of race, sex, sexual orientation, religion, age, national origin, color, marital status, political beliefs or disability. If you need help with reading, writing, hearing, etc., under the Americans with Disabilities Act, you may make your needs known to this agency.